

APPLICATION FOR RECORDS DISPOSITION STANDARD

3012 (3/76)

INSTRUCTIONS: Prepr	are in duplicate and forward to the Records	: Managemen	t Analyst, Managem	ient Systems [Division
	ion & Administering Office Address		FOR RECORDS MA		
		Date Received	Application N	_	
Dept. of Trans	sit Operations nce Division/Communicatio			83-81	
Rall Maintenan 1015 E. Ponce)ns	JUN 8 1983		
Decatur, GA 3			1. Application	2. De	ept. Application No.
Decatal, a.	0030				
4. Person to Contact		5. Working			6. Telephone Number
Mr. Larry Ro	binson	Genera	1 Foreman	··- · · · · · · · · · · · · · · · · · ·	294-3411
7. Action Requested	i .		·		
	on Schedule; record will continue to accumulate.		•		
	accumulation; no further accumulation anticipate		- amanadar	وروري يعنو	
c. Amend Application	9. Records Series Title (followed by title		hange; Supercede;	U Void	
8. Dates of Series Earliest Latest	9. Records Series Title frontier by the	, usea in orres,	; if differency		
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	sent Red Tags and Safe				· · · · · · · · · · · · · · · · · · ·
10. Division and Office Funct	tion What is the function of the Division an	id the Office in	A which this record seri	ies is created?	
	of Rail Maintenance is ch				
	afe, clean, and mechanica				
	m for the purpose of tran				
destinations i	in a professional, effici	ient, a.	Va economic	Mgiiner.	•
The Central Co	ontrol function is respond	nsible	for the ope	ration a	and the
maintenance of	t all electionic equipme.	Mt itia	Leu Lo una	Iuaa -,	J CO
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11. Record Series Description	the state of the s	ents (include f	form numbers and title	as, if any):	
	Attach samples of the file. Requests and approvals	to cut	off electri	wod len	er on any
Documents relating to:	segment(s) of the rail				
i	progress.	•	*		-
Included are:	Red Tags (Form # (18/13/19)) and S	afe Clearar	ice form	s (65-7768)
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File is arranged: By C	calendar year; by month;	by dat	.e .		
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12. Monthly Reference Rate	How often are records referred to which are:				
One to six months old	30 ; Seven to twelve months old	20	; Thirteen to twenty-fo	our months old	5
twenty-five months and old				AND STREET, C.	
13. Annual Rate of Accumulat					
Letter-size drawers	4; Legal-size drawers; Shelve		- Artes (-maniful	* *	
Letter stag areviors	Lagar-siza Gravers, Orient	25	; Other (specify)		

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APPROVAL	(Indicate	briefly rationale for reco	ominendations also	ovezor, write addoronal re	marks):		
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